

Request for Information
Implementation of Programs for Stratospheric Protection

EPA's Office of Acquisition Management (OAM) is conducting market research to determine if there are small businesses that are capable of performing work in support of the EPA's Programs for Stratospheric Protection. ICF Associates, Inc. with contract # 68-D-00-266 is the incumbent contractor. This requirement is included in EPA's Forecast Database under record number FY04-048.

The small business must have the technical and personnel capability to perform at least 51% of the labor hours as the prime contractor and team members or subcontractors to perform the remaining hours. They must be able to provide support in the following key subject areas: policy and program analysis and development, environmental analysis, health and safety analysis, technical, economic and market feasibility analysis, regulatory analysis and support, program and policy implementation, program and policy evaluation, communications outreach, and quick response support. Support is also desired in areas of modeling and computer systems development, however, small businesses who are unable to provide support in these areas may still submit a capability statement for the other key areas. Based upon historical utilization levels, the Government estimates ordering approximately 14,000 hours of support annually.

All small businesses with the appropriate technical and personnel capability are invited to submit a Capability Statement. The Capability Statement must (1) address the contractor's technical and personnel experience as it relates to all key subject areas and the related subject areas described in the draft Statement of Work

(http://www.epa.gov/oamhpod1/admin_placement/04048/index.htm), (2) provide examples of relevant technical and personnel experience, and (3) identify the tasks it will achieve using in-house staff and the tasks it will achieve using team members or subcontractors. The EPA does not want full-scale proposals. Please limit responses to ten (10) pages, single-spaced, size 12 font and only provide the information requested in this paragraph.

The information contained in the Capability Statements will be used to determine the qualifications of the small business community with respect to this requirement. **DEPENDING ON THE RESPONSES TO THIS MARKET RESEARCH, THIS REQUIREMENT MAY BE SET-ASIDE, IN WHOLE OR IN PART, FOR SMALL BUSINESSES OR PROCURED THROUGH FULL AND OPEN COMPETITION.** No feedback or evaluations will be provided to companies regarding their individual Capability Statement.

The Statements should be sent via email to stiso.yvonne@epa.gov. **The due date for Capability Statements is 4:00PM/EDT August 9, 2004. Please submit any questions in writing to the Contracting Officer at stiso.yvonne@epa.gov. Answers to any questions concerning this announcement will be posted to the following web address by July 30, 2004:**
http://www.epa.gov/oamhpod1/admin_placement/04048/index.htm